

Guidance for Completing Aimsweb License Requests 2015 - 2016

MTSS Coordinator, SDE

August, 2015

Filling out the application

Request for AIMSWeb Licenses for 2015-2016|School Year

District Name and Number: _____

Contact Person: _____ Title: _____

Phone: _____ Email: _____

Please list the schools that will be using the Aimsweb licenses in your district: _____

_____	_____
_____	_____
_____	_____

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Current Need for Licenses: Based on your numbers for the upcoming school year, please answer the following questions:

Number of students who currently qualify for special education services: _____

Number of students who currently qualify for Tier II services: _____

Number of students who currently qualify for Tier III services, if different than number of students who qualify for special education services: _____

Number of Aimsweb licenses used in 2014 – 2015 school year: _____

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Response to Intervention Process:

Briefly describe the process for determining the number of at-risk students in the district.
Include any assessment data used to make this determination:

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List the assessments and cut score points used to determine if a student is at-risk. *For example: a student who scores at the 50th percentile may be considered proficient in the fall according to the norms, however a district may choose to adjust their in house cut score points based on several criteria's to include students who may be at risk of falling below the proficiency line by the end of the school year.* Please add additional lines if needed.

Assessment	Grades	Point/ score at which a student is considered at-risk & norms used.

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Once the district determines that a student is at-risk based on district criteria, how is it established which students will be progress monitored? Briefly describe the district progress monitoring guidelines and the data decision rules that are used to determine the target population for progress monitoring.

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Please briefly describe the district plan to *build capacity* for the use of screening, progress monitoring, and plans for providing the professional development that will be needed as a result.

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What do you use to house your benchmark, progress monitoring, and other testing data?
_____ Aimsweb _____ Mile Post _____ Schoolnet _____ Excel
Other: _____

**Please request only the number of licenses that your district
will use - one license per student for K-12 Reading/Math/Written Language.**

☆ Number of Student Licenses requested: _____

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Print name of district contact

Signature of district contact

Print name of Superintendent

Signature of Superintendent

Date: _____

Please return by September 21, 2015 to:

Betsy Bearden
Idaho Department of Education
P. O. Box 83720, Boise, ID 83720-0027
bbearden@sde.idaho.gov
Phone 208-332-6911
Fax 208-334-2228

Step 7:

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Please return by September 21, 2015 to:

Betsy Bearden
Idaho Department of Education
P. O. Box 83720, Boise, ID 83720-0027
bbearden@sde.idaho.gov
Fax 208-334-2228

Questions? Betsy Bearden at 208-332-6911 or
bbearden@sde.idaho.gov

Common Questions

- A “license” is only counted as being used when 2015-2016 data has been entered in for a child, not historical data.
- Each child will have their own unique I.D. (whether screening or progress monitoring).
- We have the same number of licenses to award this year as last year.
- The amount of licenses awarded to your district is at no cost to the district.
- If a district goes over their allotted amount awarded to them by the state, the district would be responsible for accrued cost and would need to pay Pearson directly.

Common Questions Continued...

- Additional licenses may be purchased by contacting Pearson directly.
- District Manager will be in charge of promoting all students to the next grade level.
- Last year's usernames and passwords have not been deleted or changed. The district manager is given rights to do this for the district.
- If the manager has forgotten their password, then email Betsy for new passwords or if the password needs reset.
- The customer ID number is still 5112
- The PowerPoint is available on the state website under the RTI link.

In Closing...

1. Set up a time to talk with administration to decide if more licenses need to be purchased? If so work together to come up with a plan to avoid students slipping through the cracks.
2. Reminder licenses must be used for identified At-Risk, Title I or Special Education Students.
3. Trainings can be found in the following places:
 - ✓ Archived on the SDE site
 - ✓ “How To” manuals located on the AIMSweb site
 - ✓ Connect with other districts
 - ✓ Recommendation is for districts to put on their own trainings, as a refresher and to support new staff